

Fairfax County Democratic Committee

7245 Arlington Boulevard
Falls Church, Virginia 22042
703-573-6811
Fax: 703-560-7004

Gordon K. Meriwether, Chair

January 14, 2002

John D. Gibson, Assistant Staff Director
Reports Analysis Division
Federal Election Commission
999 E Street, N.W.
Washington D.C. 20463

Reference: Letter of January 10, 2002
Lack of Receipt of Response re 30-Day Post-General Report (10/19/00-11/27/00)

Dear Mr. Gibson:

This letter is in response to your letter of January 10, 2002 in which you stated that the Commission has not received our response to your request for additional information, dated October 31, 2000.

On November 8, 2001 I wrote to Mr. Nicholas T. Ebinger, Reports Analyst of the FEC, responding to the letter of October 31, 2001. The FEC correspondence raised a question regarding payments for administrative expenses in the 30-Day Post-General Report (10/19/00-11/27/00). The FEC correspondence also referenced the Detailed Summary page; line 18, a \$9000.00 transferred from the non-federal account for joint activity.

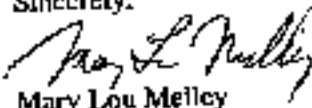
I noted that the Fairfax County Democratic Committee has no salaried employees. In the letter (enclosed) I stated that I examined the expenditures listed on Schedule H-4 with relation to the date of the transfer, 11/06/00. I corrected my analysis and transferred back to the non-federal account a corrected amount.

I have enclosed a copy of my letter of November 8, 2001, along with the enclosures, which include a copy of the transfer of that amount issued by the bank.

I believe that my November 8th correspondence was delayed or perhaps lost due to the problems with mail delivery.

If you have any further questions, you may call Bruce Neilson, the Treasurer of Fairfax County Democratic Committee as of January 16th, at the FCDC 703-573-6811.

Sincerely,



Mary Lou Melley
Treasurer
Fairfax County Democratic Committee

Enclosures:
Fairfax County Democratic Committee correspondence of November 8, 2001, with enclosures

cc: Bruce Neilson
Jan Reeves

RECEIVED
FEC MAIL ROOM
JAN 18 P 12:25



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

January 10, 2002

RQ-3

Mary Lou Melley, Treasurer
Fairfax County Democratic Committee -
Federal
7245 Arlington Boulevard
Falls Church, VA 22042

Identification Number: C00277541

Reference: 30 Day Post-General Report (10/19/00-11/27/00)

Dear Ms. Melley:

This letter is to inform you that as of January 9, 2002, the Commission has not received your response to our request for additional information, dated October 31, 2001. This notice requests information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to this request (copy enclosed).

Due to recent events, the United States Postal Service is experiencing delays in the processing and delivery of mail for the Washington D.C. area. Consequently, the Federal Election Commission is not in receipt of all incoming first-class mail. The Commission recommends that you resubmit your response to this notice and consider using alternate delivery services such as overnight delivery or delivery by courier. If feasible, your response can also be hand-delivered. You can verify the Commission's receipt of any documents submitted by your committee on the FEC website at www.FEC.gov.

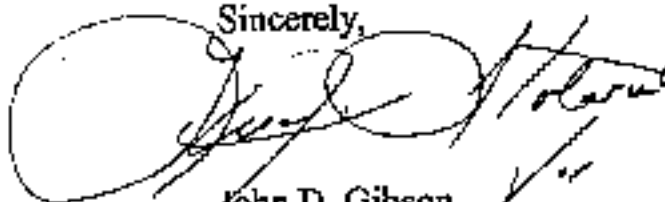
An adequate response must be received at the Commission by January 30, 2002. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

Rec'd 1/14/02
JCLW

RECEIVED
FEC MAIL ROOM
2002 JAN 18 P 12:26

Electronic filers must file amendments in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you should have any questions regarding this matter, please contact Nicholas Ebinger on our toll-free number (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division) or our local number (202) 694-1130.

Sincerely,

A handwritten signature in black ink, appearing to read "John D. Gibson", is written over a large, faint oval shape.

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosure

Fairfax County Democratic Committee

7245 Arlington Boulevard
Falls Church, Virginia 22042
703-573-6811
Fax: 703-560-7004

Gordon K. Meriwether, Chair

November 8, 2001

Nicholas T. Ebinger, Reports Analyst
Federal Election Commission
999 E Street, N.W.
Washington D.C. 20463

Reference: Letter of October 31, 2001
30 Day Post-General Report (10/19/00-11/27/00)

Dear Mr. Ebinger:

This letter is in response to your letter of October 31, 2001 in which you raised a question regarding payments for administrative expenses in the 30 Day Post-General Report (10/19/00-11/27/00). You also referenced the Detailed Summary page, line 18, a \$9000.00 transferred from the non-federal account for joint activity. The report was submitted by the Fairfax County Democratic Committee which has the identification number C00277541.

You noted that the report discloses limited payments for administrative expenses which are payments made for the purpose of operating a political committee including, but not limited to, rent, utilities, salaries, telephone service, office equipment and supplies.

The Fairfax County Democratic Committee has no salaried employees. It operates with the help of many unpaid volunteers. The administrative costs listed in the reports comprise all of the administrative costs of the Committee.

You also noted that the detailed Summary Page discloses \$9000.00 in transfers from the non-federal account for joint activity for the reporting period. Line 21 (a)(ii) Column A discloses \$2533.04 as the non-federal share for joint activity for the reporting period.

I have examined the expenditures listed on Schedule H-4 with relation to the date of the transfer, 11/06/00. As I understand, the transfer of funds should reflect the expenditures on Schedule H-4 between the dates 9/7/00 and 11/16/00, that is the 70-day time period; 10 days before or 60 days after the payment to the vendor.

I have enclosed copies of the Schedule H-4, which list expenditures during that 70-day time period.

From the Report covering the period 7/1/00 to 9/30/00, Schedule H-4 lists, for 9/8/00: \$115.66 and \$195.29.

From the Report covering the period 10/1/00 to 10/18/00, Schedule H-4 lists a total of \$1587.78 for the non-Federal share.

From the Report covering the period 10/18/00 to 11/27/00, Schedule H-4 lists a total of \$2533.04 for the non-Federal share, the date of the last expenditure to a vendor being 11/13/00.

The total for the period based on the transfer date of 11/06/00 is \$4431.77.

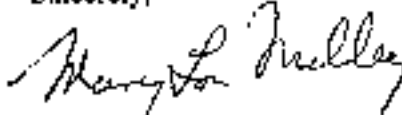
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2002 JAN 18 P 12:26

The amount of the transfer was \$9000.00.

I will immediately transfer back to the non-federal account the total excessive amount that was received by the federal account outside the 70-day time period. That amount is \$4568.23. I am enclosing a copy of the transfer receipt from the bank.

If you have any questions you may use the address listed above. You may also call me at home at 703-536-6498.

Sincerely,



Mary Lou Melley
Treasurer
Fairfax County Democratic Committee

Enclosures:

Copy of FEC correspondence of 10/31/00 (30 Day Post-General Report (10/19/00-11/27/00)

Copies of Schedule H-4 for the periods:

10/19/00 to 11/27/00

10/1/00 to 10/18/00

7/10/00 to 9/30/00

Copy of bank transfer of \$4568.23 from the Federal to the Non-Federal account

SCHEDULE H-4

**JOINT FEDERAL/NON-FEDERAL
ACTIVITY SCHEDULE**

PAGE 4 of 4
FOR LINE NUMBER 21a

NAME OF COMMITTEE: **Fairfax County Democratic Committee**

Full Name, Mailing Address and Zip Code	Purpose/Event	Date	Amount	Federal Share	Non-Federal Share
Federal Realty Investment T Department 0936 McLean, VA 22109	Rent	8/30/00	1,389.21	520.95	868.26

Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
Event Year-to-Date: \$ 13,352.05

Full Name, Mailing Address and Zip Code	Purpose/Event	Date	Amount	Federal Share	Non-Federal Share
Northern Virginia Lock & Se 205 S. Whiting Lane Alexandria, VA 22304	Office Expense	9/8/00	185.06	69.40	115.66

Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
Event Year-to-Date: \$ 13,537.11

Full Name, Mailing Address and Zip Code	Purpose/Event	Date	Amount	Federal Share	Non-Federal Share
GE Capital P.O. Box 94639 Cleveland, OH 44101	Equipment Rental	9/8/00	312.46	117.17	195.29

Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
Event Year-to-Date: \$ 13,849.57

SUBTOTAL of Disbursements This Page (optional)	1,886.73	707.52	1,179.21
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TOTAL this Period (last page this line number only)	13,849.57	5,193.59
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TOTAL FOR THE NON-FEDERAL SHARE	8,655.98
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SCHEDULE H-4

**JOINT FEDERAL/NON-FEDERAL
ACTIVITY SCHEDULE**

PAGE 1 of 2
FOR LINE NUMBER 21a

NAME OF COMMITTEE: **Fairfax County Democratic Committee**

<u>Full Name, Mailing Address and Zip Code</u>	<u>Purpose/Event</u>	<u>Date</u>	<u>Amount</u>	<u>Federal Share</u>	<u>Non-Federal Share</u>
Diamond Paper	Office	10/1/00	67.93	25.47	42.46
P.O. Box 7000	Supplies				
Sterling, VA 20167					

Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
Event Year-to-Date: \$ 67.93

<u>Full Name, Mailing Address and Zip Code</u>	<u>Purpose/Event</u>	<u>Date</u>	<u>Amount</u>	<u>Federal Share</u>	<u>Non-Federal Share</u>
GE Capital	Equipment	10/1/00	312.46	117.17	195.29
P.O. Box 94639	Rental				
Cleveland, OH 44101					

Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
Event Year-to-Date: \$ 380.39

<u>Full Name, Mailing Address and Zip Code</u>	<u>Purpose/Event</u>	<u>Date</u>	<u>Amount</u>	<u>Federal Share</u>	<u>Non-Federal Share</u>
American Business Concept	Equipment	10/2/00	427.92	160.47	267.45
2928 N. Prosperity Avenue	Maintenance				
Fairfax, VA					

Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
Event Year-to-Date: \$ 808.31

<u>Full Name, Mailing Address and Zip Code</u>	<u>Purpose/Event</u>	<u>Date</u>	<u>Amount</u>	<u>Federal Share</u>	<u>Non-Federal Share</u>
Federal Realty Investment T	Rent	10/2/00	1,389.21	520.95	868.26
Department 0936					
McLean, VA 22109					

Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
Event Year-to-Date: \$ 2,197.52

<u>Full Name, Mailing Address and Zip Code</u>	<u>Purpose/Event</u>	<u>Date</u>	<u>Amount</u>	<u>Federal Share</u>	<u>Non-Federal Share</u>
Canter, Ellen	Office	10/2/00	8.36	3.13	5.22
3427 Spring Lane	Expense				
Falls Church, VA 22042					

Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
Event Year-to-Date: \$ 2,205.88

SUBTOTAL of Joint Federal and Nonfederal Activity	2,205.88	827.20	1,378.68
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TOTAL this Period (last page for each line only)

TOTAL FOR THE NON-FEDERAL SHARE

SCHEDULE H-4

**JOINT FEDERAL/NON-FEDERAL
ACTIVITY SCHEDULE**

PAGE 2 of 2
FOR LINE NUMBER 21a

NAME OF COMMITTEE: **Fairfax County Democratic Committee**

<u>Full Name, Mailing Address and Zip Code</u>	<u>Purpose/Event</u>	<u>Date</u>	<u>Amount</u>	<u>Federal Share</u>	<u>Non-Federal Share</u>
Cox Communications 14650 Old Lee Rd. Chantilly, VA 0	Cable Television	10/2/00	85.00	31.88	53.13

Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
Event Year-to-Date: \$ 2,290.88

<u>Full Name, Mailing Address and Zip Code</u>	<u>Purpose/Event</u>	<u>Date</u>	<u>Amount</u>	<u>Federal Share</u>	<u>Non-Federal Share</u>
Verizon P.O. Box 2388 Merrifield, VA 22116	Telephone	10/2/00	249.57	93.59	155.98

Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
Event Year-to-Date: \$ 2,540.45

SUBTOTAL of Disbursements This Page (optional)	334.57	125.46	209.11
TOTAL this Period (last page this line number only)	2,540.45	952.67	
TOTAL FOR THE NON-FEDERAL SHARE			1,587.78

SCHEDULE H-4
**JOINT FEDERAL/NON-FEDERAL
ACTIVITY SCHEDULE**

PAGE 1 of 3

FOR LINE NUMBER 21a

 NAME OF COMMITTEE: **Fairfax County Democratic Committee**

Full Name, Mailing Address and Zip Code	Purpose/Event	Date	Amount	Federal Share	Non-Federal Share
U.S. Postal Service	Postal Fee	10/20/00	64.00	24.00	40.00

Merrifield, VA 22116

 Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
 Event Year-to-Date: \$ 64.00

Full Name, Mailing Address and Zip Code	Purpose/Event	Date	Amount	Federal Share	Non-Federal Share
Federal Realty Investment T Department 0936 McLean, VA 22109	Rent	10/28/00	1,389.21	520.95	868.26

 Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
 Event Year-to-Date: \$ 1,453.21

Full Name, Mailing Address and Zip Code	Purpose/Event	Date	Amount	Federal Share	Non-Federal Share
Cox Communications 14650 Old Lee Rd. Chantilly, VA 0	Cable Television	10/28/00	42.50	15.94	26.56

 Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
 Event Year-to-Date: \$ 1,495.71

Full Name, Mailing Address and Zip Code	Purpose/Event	Date	Amount	Federal Share	Non-Federal Share
Canter, Ellen 3427 Spring Lane Falls Church, VA 22042	Office Expense	11/6/00	295.21	110.70	184.51

 Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
 Event Year-to-Date: \$ 1,790.92

Full Name, Mailing Address and Zip Code	Purpose/Event	Date	Amount	Federal Share	Non-Federal Share
Verizon P.O. Box 2388 Merrifield, VA 22116	Telephone	11/6/00	1,176.01	441.00	735.01

 Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
 Event Year-to-Date: \$ 2,966.93

SUBTOTAL of Joint Federal and Nonfederal Activity	2,966.93	1,112.60	1,854.33
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TOTAL This Period (last page for each line only)

TOTAL FOR THE NON-FEDERAL SHARE

SCHEDULE H-4

JOINT FEDERAL/NON-FEDERAL
ACTIVITY SCHEDULE

PAGE 2 of 3

FOR LINE NUMBER 21a

NAME OF COMMITTEE: **Fairfax County Democratic Committee**

Full Name, Mailing Address and Zip Code	Purpose/Event	Date	Amount	Federal Share	Non-Federal Share
GE Capital P.O. Box 94639 Cleveland, OH 44101	Equipment Rental	11/6/00	407.90	152.96	254.94

Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
 Event Year-to-Date: \$ 3,374.83

Full Name, Mailing Address and Zip Code	Purpose/Event	Date	Amount	Federal Share	Non-Federal Share
Diamond Paper P.O. Box 7000 Sterling, VA 20167	Office Supplies	11/6/00	67.93	25.47	42.46

Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
 Event Year-to-Date: \$ 3,442.76

Full Name, Mailing Address and Zip Code	Purpose/Event	Date	Amount	Federal Share	Non-Federal Share
Richmond Times-Dispatch P.O. Box 26551 Richmond, VA 23261	Subscription	11/6/00	73.50	27.56	45.94

Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
 Event Year-to-Date: \$ 3,516.26

Full Name, Mailing Address and Zip Code	Purpose/Event	Date	Amount	Federal Share	Non-Federal Share
GE Capital P.O. Box 94639 Cleveland, OH 44101	Equipment Rental	11/13/00	312.46	117.17	195.29

Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
 Event Year-to-Date: \$ 3,828.72

Full Name, Mailing Address and Zip Code	Purpose/Event	Date	Amount	Federal Share	Non-Federal Share
Meriwether, Gordon P.O. Box 2539 Merrifield, VA 22116	Office Expense Reimbursement	11/13/00	224.15	84.06	140.09

Category: ☒ Administrative ☐ Fundraising ☐ Exempt ☐ Direct Candidate Support
 Event Year-to-Date: \$ 4,052.87

SUBTOTAL of Joint Federal and Nonfederal Activity	1,085.94	407.23	678.71
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TOTAL this Period (last page for each line only)
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TOTAL FOR THE NON-FEDERAL SHARE

SCHEDULE H-4**JOINT FEDERAL/NON-FEDERAL
ACTIVITY SCHEDULE**

PAGE 3 of 3

FOR LINE NUMBER 21a

NAME OF COMMITTEE:	Fairfax County Democratic Committee
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SUBTOTAL of Disbursements This Page (optional)	0.00	0.00	0.00
TOTAL this Period (last page this line number only)	4,052.87	1,519.83	
TOTAL FOR THE NON-FEDERAL SHARE			2,533.04

TRANSFER OF FUNDS

VIRGINIA COMMERCE BANK

WE HAVE TRANSFERRED FUNDS FOR YOUR ACCOUNT

FROM		TO	
<input checked="" type="checkbox"/> CHECKING ACCT. NO. <u>200 23 11 8009</u>		<input checked="" type="checkbox"/> CHECKING ACCT. NO. <u>200 23 12 6009</u>	
<input type="checkbox"/> SAVINGS ACCT. NO. _____		<input type="checkbox"/> SAVINGS ACCT. NO. _____	
DATE TRANSFERRED <u>11/08/01</u>		AMOUNT TRANSFERRED \$ <u>4568.23</u>	

NAME OF ACCOUNT

Fairfax County Democratic Committee
7245 Ardenway Blvd Ste 205
Falls Church VA 22042

CUSTOMER COPY



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Mary Lou Melley, Treasurer
Fairfax County Democratic Committee -
Federal
7245 Arlington Boulevard
Falls Church, VA 22042

GET 31 2001

Identification Number: C00277541

Reference: 30 Day Post-General Report (10/19/00-11/27/00)

Dear Ms. Melley:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-The Detailed Summary Page, on Line 18 Column A of your report, discloses \$9,000.00 in transfers from the non-federal account for joint activity for the reporting period. However, Line 21 (a)(ii) Column A discloses \$2,533.04 as the non-federal share for joint activity for the reporting period. While the non-federal account is permitted to transfer funds to the federal account for shared activity, transfers for shared activity must be made within a 70-day time period: no more than 10 days before or 60 days after the payment to the vendor. 11 CFR §§106.5(g)(2) and 106.6(e)(2) Please clarify the nature of the transfers-in from the non-federal account.

The Commission recommends that you immediately transfer back to the non-federal account, the total excessive amount which was received by your federal account outside the 70-day time period. Although the Commission may take further legal action concerning this prohibited activity, your prompt action will be taken into consideration.

-Your report discloses limited payments for administrative expenses. Administrative expenses are payments made for the purpose of operating a political committee including, but not limited to, rent, utilities, salaries,

RECEIVED
FEC MAIL ROOM

MAY 18 4 51 PM '03

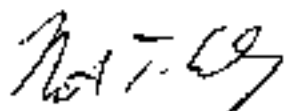
telephone service, office equipment and supplies. Each committee utilizing separate federal and non-federal accounts is required to allocate any administrative expenses between the accounts in proportion to the BALLOT COMPOSITION METHOD derived from FEC Schedule H1. A Schedule H1 must be filed with the first FEC FORM 3X filed at the beginning of each two-year election cycle. 11 CFR §106.5(d)

Any goods or services provided to your committee by a person, except volunteer activity (i.e., a person's time), would be considered an in-kind contribution from that person, and would be subject to the disclosure requirements of 2 U.S.C. §434(b)(3) and 11 CFR §104.13, and the limitations and prohibitions of 2 U.S.C. §§441a and 441b.

Clarification regarding administrative expenses should be disclosed during each two year election cycle beginning with the first report filed in the non-election year. Please provide the necessary information regarding administrative expenses incurred by your committee and/or amend your report to disclose such expenses according to the referenced provisions of the Act and Commission Regulations.

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,




Nicholas T. Ebinger
Reports Analyst
Reports Analysis Division

Federal Election Commission

**ENVELOPE REPLACEMENT PAGE
FOR INCOMING DOCUMENTS**

The Commission has added this page to the end of this filing to indicate how it was received.

<input type="checkbox"/> Hand Delivered	Date of Receipt
<input type="checkbox"/> First Class Mail	POSTMARKED
<input checked="" type="checkbox"/> Registered/Certified Mail	POSTMARKED (R/C) 1-16-02
<input type="checkbox"/> No Postmark	
<input type="checkbox"/> Postmark Illegible	
<input type="checkbox"/> Received from the House office of Records and Registration	Date of Receipt
<input type="checkbox"/> Received from the Senate Office of Public Records	Date of Receipt
<input type="checkbox"/> Other (Specify):	Postmarked and/or Date of Receipt
<input type="checkbox"/> Electronic Filing	
 PREPARER	1-18-02 DATE PREPARED

(6/2000)